

FAQ's

How can I review job opportunities for the City of Deer Park?

From the City's home internet page, select "Government", the pull down to "Human Resources" and then highlight "Job Postings" on the right of the screen.

How do I apply online for available jobs?

The Job Postings page is the portal for all application activity. There you will find links to job opportunities, and will be able to create an account and apply for jobs. Remember to keep a record of your username and password once you have set up an account as you will need it to apply for other positions or to check the status of your application.

How can I be sure my online application was received?

After you have submitted your online application you will receive a confirmation. You can also check your own password-protected profile for verification that you have successfully sent your application.

How do I check the status of my application?

Check your email for status notices. If you are no longer being considered for a position, a notice will be sent to the email address you used on your application. If you are selected for an interview or an offer of employment, you will be contacted via phone or email.

I missed the deadline - can I still apply?

As with any position, once a closing date has passed, no application will be accepted or considered. Please continue to visit the site and apply for new jobs as they become available.

Can I submit a resume?

No. You may attach a resume, but you must still complete the entire application. Your application will first be reviewed to ensure that your work experience and educational background meet the minimum requirements for the position. Be sure to present complete the concise information. Incomplete information will result in disqualification.

I cannot access the online application. What should I do?

Our on-line Job Application system is provided by NeoGov. If you have problems while applying on-line, please contact NeoGov at 1-888-NEOGOV1, Customer Service extension 201.

Can I get help with completing the online application?

Your local Workforce Solutions will be able to guide you through the process step by step.

*Workforce Solutions
103 Pasadena Town Square Mall
Pasadena, TX 77506
713/472-1608 ph*

Will I automatically be considered for other positions if I previously submitted an application?

No. You must submit an application for each position you are interested in.

Do you accept employment applications for positions that are not open?

No. The City only accepts employment applications for current job openings.

Can I apply for more than one job at a time?

Yes. Once you have completed your online application you can apply for multiple positions that are currently open. You do NOT need to recreate a new application every time you're applying for a new position. You may need to answer some job specific "Supplemental Questions" for this new role however.

What if I'm not ready to fill out the application at this time?

No application is submitted until you click on the "Accept" button, which is "Step 4: Confirm and Submit" (see the progress guide at the top of the screen). If at any time you do not want to complete your application, save your work, then logout.

How do I print my application?

After you have submitted your application, you will see a link that says "Click here for a printable version of the application you just submitted."

How and when can I update my application?

Once you submit an application for a particular position, you cannot go back and make changes to that application. You can make changes, and then submit another application before the position closes. We will only consider your most recent application.

How do I report a change in my personal contact information?

If the position is still open, make the change in NeoGov and submit a new application to the position. Please remember to also make the change in NeoGov by logging on using the User ID and password that you created when you submitted your application and update your information to ensure that future applications have the correct information.

I forgot my username and/or password. What should I do?

Go to governmentjobs.com, click on "I Forgot My Password" to have it e-mailed to you. If you forgot your

username, please contact NeoGov at 1-888-NEOGOV1, Customer Service extension 201.